



Our Claim #: _____

CLAIM AGAINST THE CITY OF SUNNYVALE

City Of Sunnyvale
City Clerk
P.O. Box 3707
Sunnyvale, CA 94088-3707
(408) 730-7494

RESERVED FOR CITY STAMP

WITH CERTAIN EXCEPTIONS, CLAIMS FOR PERSONAL INJURY OR PROPERTY DAMAGE MUST BE FILED WITHIN SIX MONTHS OF THE INCIDENT GIVING RISE TO THE CLAIM.

Claimant must complete each section; if information is unknown write "unknown." Use the back of this form, or a separate sheet of paper if necessary **(Please Print)**

Name: _____ Daytime telephone #: _____

Address: _____

City: _____ State: _____ Zip: _____

Date and time of loss: _____ A.M. / P.M. Police report #: _____

Has your Insurance company been notified? ☐ Yes ☐ No

Company _____ Policy #: _____ Phone #: _____

Location the incident occurred: _____

Cause of loss, injury or damage: _____

In detail, describe damage or injury: _____

Name of witness or City employee (s) involved: _____

Name and address of person to whom all correspondence should be sent **(if different from above)**:

Amount of claim and basis for computation \$ _____ Government Code requires that if the claim is for less than \$10,000, the amount of the claim shall be entered. If the Claim is for more than \$10,000, no dollar amount need be entered, but the claim must indicate whether the claim would be a ☐ limited or ☐ unlimited civil case.

***Attach copies of itemized receipts, estimates, photos or other documentation of your claim**

I certify that the foregoing is true and correct. Submitted by:

Signature: _____ Date: _____

FOR VEHICLE ACCIDENTS. PLEASE FILL OUT THE SUPPLEMENTAL VEHICLE ACCIDENT FORM

Penal code, Section 550, false or fraudulent claims: it is unlawful to: knowingly present or cause to be presented any false or fraudulent claim for the payment of a loss, knowingly prepare, make, or subscribe any writing, with the intent to present or use it, or to allow it to be presented in support of any false or fraudulent claim, knowingly assist, abet, solicit, or conspire with any person, who knowingly presents any false or fraudulent claim for the payment of a loss, or who knowingly prepares, makes, or subscribes any writing, with the intent to present or use it, or allow it to be presented in support of any claim. Every person who violates any provision of this section shall be punished by imprisonment in the state prison for two, three, or five years, or by a fine not exceeding fifty thousand dollars (\$50,000), or by both.

White: Risk and insurance copy

Yellow: Claimants copy